

All items must be completed prior to facility opening. Any incomplete items may hinder permitting process and result in a delay in opening the facility.

Permit:

 After construction or remodeling, but prior to use, DCHD must be contacted for final inspection and issuance of an operating permit.

Structure:

- Facility must conform to the plans approved by DCHD.
- Floors must be smooth, impermeable and grease resistant.
- Walls and ceilings must be smooth and non-absorbent with a washable finish in required areas.
- All gaps must be sealed (i.e. fixed equipment, hood vents, floor and wall junctures, pipe fittings, etc.).
- Lights are shielded, coated or otherwise shatter-resistant over food preparation and storage areas.
- Adequate lighting is required for areas where employees are working with knives or other dangerous equipment (50-foot candles), other working areas and restrooms (20-foot candles) and in all other areas (10-foot candles).
- o If windows or doors are open for ventilation, air curtains, 16 mesh to 1 inch screens or other effective protection from insects and rodents must be provided.

Kitchen Sanitation and Preparation:

- O Soap and sanitary means to dry hands must be available at all hand wash sinks.
- A sign that notifies employees to wash their hands must be posted and clearly visible at each hand wash sink.
- O Hand wash sinks must be installed in a manner that does not contaminate food or equipment. Hand wash sinks must be provided in all food preparation areas.
- O Dish wash sink must have a minimum of three basins and be large enough for the largest equipment to be completely immersed.
- An area must be provided for mops to air dry.
- A durable sink protected from food preparation and storage must be provided for disposal of waste water from cleaning.
- Chemicals must be stored in a manner that does not contaminate food or equipment.
- Chemicals and sanitizers must be approved for use in food service facilities.
- Appropriate sanitizer test kit or device must be available.
- o Garbage disposal containers outside the facility must be leak proof with fitted lids and stored on a smooth, non-absorbent surface.
- Ventilation hoods and devices shall be designed to prevent grease or condensate from dripping onto food preparation surfaces. Filters shall be readily removable for cleaning.
- Where unwrapped food is displayed, it must be protected from contamination by customers.
- Laundry must be done in an area separate from all food preparation. Storage must be supplied for both clean and dirty linens.
- Maintenance and cleaning tools shall be stored in a manner that does not contaminate food, utensils, equipment, or linens.
- A designated area separate from food preparation and storage areas must be provided for employee personal belongings.
- o Adequate food storage must be provided.
- o All food and food service items must be kept a minimum of six inches (6") above the floor.
- Temperature measuring devices must be provided and calibrated.
- o All refrigerators and freezers must have working and accurate thermometers.

Equipment:

- o Dishwasher must have a working and accurate temperature and pressure gauge.
- o Dishwasher must have a manufacturer data plate.
- Equipment must meet ANSI standards.
- o Equipment must maintain required temperatures (i.e. refrigerator ≤ 41°F; freezer ≤ 32°F).

Restrooms:

- Restrooms must have self-closing, tight-fitting doors.
- o Restrooms used by females must have covered waste receptacles.
- o Toilets must have elongated bowls and open-front seats.
- \circ Restrooms must be vented to the outside of facility.
- o Restrooms must be supplied for customers if seating is available at the establishment.

Plumbing:

- Backflow protection assemblies must be installed, tested and approved for designated equipment.
- Air gap must be provided between the water supply inlet and the flood level rim where necessary and be at least twice the diameter of the water supply inlet.
- o Conduits and pipes must be installed in a manner that does not obstruct cleaning.
- o Floor sinks must be accessible for cleaning.
- o Floor drains shall be provided where cleaning by flooding is used.
- o Hot and cold running water must available at all hand wash sinks.
- o Hot water must meet minimum requirements at specified fixtures:
 - o 110° F at three-compartment sink
 - o 100° F at all hand sinks
- o If used, a grease trap shall be located to be easily accessible for cleaning.

Other:

- Documentation of a registered Certified Food Safety Manager is required prior to opening.
- Documentation of Food Handler Training for all employees must be provided upon request.
- Indoor Clean Air Act signage must be clearly posted at the facility. Smoking is not permitted in any food service facility.

*This list includes general guidelines for requirements and is not a comprehensive list of all requirements.